



**Village of Algonquin**  
**Minutes of the Committee of the Whole Meeting**  
**Held in Village Board Room**  
**February 19, 2019**

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Trustee Brehmer, Chairperson, called the Committee of the Whole meeting to order at 7:52 p.m. Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt. A quorum was established

Staff Present: Village Manager, Tim Schloneger; Assistant Village Manager, Mike Kumbera; Recreation Superintendent, Katie Gock; Community Development Director, Russ Farnum; Senior Planner, Ben Mason; Public Works Director, Bob Mitchard; Police Chief, John Bucci; Village Clerk, Jerry Kautz; and Village Attorney, Kelly Cahill.

**AGENDA ITEM 2:** Public Comment

Note: all comments were allowed after the Community Development presentation.

**AGENDA ITEM 3:** Community Development

Ben Mason & Russ Farnum reporting

**A. Consider Major PUD Amendment and Revised Plat of Subdivision for Light of Christ Church at the Northeast Corner of Longmeadow and Sleepy Hollow**

Light of Christ Church received Final PUD approval in 2012 to build a new facility on the approximately 15-acre property it owns at the northeast corner of Longmeadow Parkway and Sleepy Hollow Road. The original plans were for initially constructing a 2-story building with a seating capacity of 540 in its sanctuary and 320 parking spaces, with classrooms and a day care center, eventually expanding to a capacity of 1200 people and nearly 800 parking stalls. Due to budgetary constraints and the church's smaller than anticipated growth within its own congregation, it has scaled back plans for development to a 1-story structure with capacity of 450 persons and 213 parking stalls.

The church's proposed modifications to the architectural design and site layout require a Major PUD Amendment and Plat of Resubdivision. Enclosed are the revised plans submitted by the petitioner, as well as comments from village staff and consultants.

The proposed changes to the church building include eliminating the second story and a reduction in height from 51 feet down to 34 feet at the highest point of the roof. The building footprint has been flipped to the opposite side of the parking field as well, to a more relatively flat portion of the property; the original plans for the building were to construct it into a hillside closer to the southwest corner of the site that would have required more extensive earthwork and grading. The main entrance to the church will now be oriented to the west.

The revised building elevations continue to provide the church structure with a visual prominence on the site, and include a strong cathedral entrance with angled windows stretching up toward the peak. Numerous windows and differing size openings are shown on the front and side elevations, and staff recommends the petitioner consider incorporating windows on the rear of the building as well, to help break up the massing of the east elevation. A variety of rooflines enhance the design of the building and provide additional interest. The church's worship center is positioned in the center of the building and aligns with the cathedral entrance. The slightly elevated roofline over the church's large group meeting rooms that flank the worship center, serve to give a stepped-down, "head and shoulders" presence at the rear of the structure. Rather than the large tip-up, precast concrete panels that were to be used for the exterior of the original design, the revised elevations depict a more traditional EIFS material that will have a similar beige color as what was originally approved for

the main field of the building. The cathedral entrance and majority of the front elevation will consist of a light brown face brick that complements the earth tone quality of the EIFS. A darker brown brick will be incorporated around the base on all four sides to help anchor the building to the site visually. Similar to the scale of the building design, the scope of the site layout has been modified as well to more accurately reflect the smaller size congregation the church facility will serve.

Parking has been reduced by approximately 100 spaces, to a total of 213 stalls. There is an area designated on the revised engineering plans for additional parking and would add 69 spaces if necessary in the future. When the church first submitted development plans for the property several years ago, Longmeadow Parkway had not yet been improved to its full build-out design by the county. Therefore, the Village was initially requiring Richmond Lane be extended and curve south to align with Sedgewood Trail to the south, as it was to operate as a full-access intersection until Longmeadow Parkway was expanded. Since the improvements have now been made to Longmeadow Parkway, including the landscape medians, access off Longmeadow is restricted to a right-in / right-out at this time, and the exact location of that entrance is not as critical moving forward. The church has subsequently received conceptual design approval from Kane County DOT to shift the entrance further west on its property, to provide a more direct route to the parking lot and connection up to Creeks Crossing Drive to the north. Richmond Lane will now terminate in a cul-de-sac design, per village design specifications and requirements for maintenance and snow plowing. Staff recommends the installation of a sidewalk connection from the church to Richmond Lane, to provide any residents in that subdivision with the opportunity to walk to the church property. A pedestrian connection shall also be extended north to Creeks Crossing Drive.

A second residential lot has been added on the north side of the proposed cul-de-sac, to which the church intends to sell to a homebuilder at some point in the future. The design of the houses constructed on Lots 2 and 3 shall be substantially similar to those currently existing on Richmond Lane as part of the Willoughby Farms subdivision.

The plat of resubdivision submitted by the petitioner, to reflect the terminus of Richmond Lane as a cul-de-sac, and addition of a second buildable residential lot, shall be revised to address the comments and additional information requested by the Village Engineer and Kane County Department of Transportation.

Landscaping – The landscape plans submitted by the petitioner shall be revised to address the comments from the Public Works Department and Kane County Department of Transportation. All dead, dying or undesirable trees shall be removed from the site, to clean up the appearance of the property.

To ensure the long-term viability of trees and shrubs planted in the parking lot islands, it is recommended the islands be a minimum of 2 stalls wide by 2 stalls deep. The area designated as Future Parking shall include perimeter landscaping of shrubs and perennials, similar to elsewhere on site, if and when that area is developed for additional parking.

Signage - One monument sign is proposed at the southwest corner of the property, near the Longmeadow Parkway and Sleepy Hollow Road intersection. The monument sign design shall include a brick base and surround for the sign, shall be five feet tall and ten feet wide and include a changeable copy area. Two directional entrance signs, to be located at the entrance off Creeks Crossing Drive and one at the entrance off of Longmeadow Parkway, shall be a maximum of three feet tall with five square feet of signage area and shall have the church entrance/exit on the sign. All signage for the property shall be reviewed and approved by Community Development Department staff prior to any installation.

Photometric – The lighting plans submitted by the petitioner shall be revised to address the comments and additional information requested by the Village Engineer. Overall, the light fixtures shall comply with village standards, and consist of flat black painted posts, a maximum pole height of 25 feet, downcast lights, bulbs flush with housing, and zero cutoff at the property line. All wall-mounted lights on the building shall be shielded and downcast with the housing covering the lumens.

On December 10, 2018 the Planning and Zoning Commission considered the petition and recommended approval (5-1) of the request for Final Planned Unit Development Amendment, Final Plat of Resubdivision and Special Use Permit for the church and related activities, subject to the conditions listed by staff and a recommendation that further evaluation be done regarding the church's proposed site plan and access to and from the property. In particular, the PZC requested consideration of a one-way flow, from Creeks Crossing Drive to Longmeadow Parkway.

Regarding vehicular access and circulation, the changes consist of the elimination of the Richmond Lane connection – that road will now terminate in a cul-de-sac – and the access point onto Longmeadow Parkway has also been shifted 200' to the west, but will continue to be constructed as a right-in / right-out only. The remaining full access entrance will be Creeks Crossing Drive, and the primary question / concern raised by the Planning and Zoning Commission and neighboring residents at the public hearing was the impacts to traffic congestion and delays on Creeks Crossing Drive.

Village Staff and the Police Department would not suggest restricting access from Creeks Crossing Drive to an entrance only, as one-way traffic flows typically leads to concentrated congestion at other access points. Additionally, direct access to Sleepy Hollow Road is not allowed by Kane Department of Transportation due to limited sight distances resulting from topography and a significant increase in grade south toward Longmeadow Parkway.

Following the December 2018 public hearing, Village staff asked the petitioner's traffic engineer perform an assessment of the principal changes to the site layout and access from the original 2012 plans. Upon review of the prior traffic study, and considering the new, downsized Church proposal, the intersection of Creeks Crossing Drive at Sleepy Hollow Road would still easily operate at a Level of Service "B". Level of Service B is considered to be highly acceptable with an average queue length at peak times of 2 vehicles and delays ranging from 10 to 18 seconds in length.

The Traffic Study recommended that the Church add a separated left and right turn lanes on Creeks Crossing Drive at Sleepy Hollow, and that the Village monitor traffic to see if future mitigation measures may be necessary. Village staff supports those recommendations, which are outlined as conditions #6 & #7 below:

According to Police Department records, there have been two vehicular accidents near the intersection of Creeks Crossing Drive and Sleepy Hollow Road in the past five years. One was a rear end collision southbound on Sleepy Hollow Road, and another was a head-on collision one hundred feet east on Creeks Crossing Drive. It is important to note the village has improvements planned for Sleepy Hollow Road in the near future, which include a dedicated southbound left-turn lane onto Creeks Crossing Drive, as well as the addition of pedestrian crosswalk striping at the intersection.

Staff concurs with the Planning & Zoning Commission and recommends approval of the request for Final Planned Unit Development Amendment, Final Plat of Resubdivision and Special Use Permit for the church and related activities with the following conditions:

1. That all offsite and onsite utilities serving the Subject Property shall be underground and that site construction, utility installation and grading shall not commence until the final plat of resubdivision and final planned development amendment have been approved by the Village Board and permits are issued.
2. The Plat of Vacation as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 6, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, and the November 16, 2018 Kane County DOT memo.
3. The Plat of Resubdivision as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 6, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, and the November 16, 2018 Kane County DOT memo.
4. The Site Plan as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 9, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, and the November 16, 2018 Kane County DOT memo.
5. The Engineering Plans as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 9, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, the November 16, 2018 Kane County DOT memo, the November 16, 2018 Police Department memo, and the November 30, 2018 Fire Department memo. In addition to the comments outlined in the review memos concerning required revisions to the cul-de-sac design for Richmond Lane, a street light shall be added to the cul-de-sac design as well. Pedestrian sidewalks shall be added to connect up to Creeks Crossing Drive and over to Richmond Lane.
6. Creeks Crossing Drive shall be striped to provide separate westbound left- and right turn lanes at Sleepy Hollow Road, as part of the site improvements and construction of the initial phase of the church facility.

7. Traffic operations shall continue to be monitored after the church is constructed, and if operational issues are observed and determined by the Police Department to warrant mitigation – for example, the installation of a police officer to direct traffic during peak hours – the church shall be required to comply with and implement such additional measures. At the discretion of the Police Department, on days the church holds a large service or special event, temporary no parking signs may be required on one side of Creeks Crossing Drive from Sleepy Hollow Road to Westbourne Parkway.
8. The Photometric Plans as prepared by KSA with a latest revision date of November 2, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, and the November 26, 2018 Public Works memo. The light fixtures shall comply with village standards, and consist of flat black painted posts, a maximum pole height of 25 feet, downcast lights, bulbs flush with housing, and zero cut-off at the property line. All wall-mounted lights on the building shall be shielded and downcast with the housing covering the lumens. The Village Board shall have the ability to make additional modifications to the site lighting if, upon an inspection of the lights after installation, it is determined that the lighting is too intense.
9. The Landscape Plans as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 9, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, and the November 16, 2018 Kane County DOT memo. The area designated as Future Parking shall include perimeter landscaping of shrubs and perennials, similar to elsewhere on site, if and when that area is developed for additional parking.
10. Should the petitioner propose to install a fence around the outdoor playground area, the fence shall be vinyl coated in a decorative black / brown / or green color, rather than standard chain-link silver.
11. The Tree Preservation Plan as prepared by Webster, McGrath and Ahlberg Ltd. with a latest revision date of November 9, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo, the November 26, 2018 Public Works memo, and the November 16, 2018 Kane County DOT memo.
12. The petitioner shall not remove any of the existing trees on the site – except for any trees that are dead or diseased – prior to obtaining a site development permit from the Public Works Department.
13. The Building Elevations as prepared by Skiffington Architects Ltd. with a latest revision date of November 8, 2018 shall be revised to incorporate comments from the December 4, 2018 Christopher Burke memo and the November 26, 2018 Public Works memo. The brick and mortar may not be painted at any point in the future. All roof mounted or ground located mechanical/electrical equipment shall be fully screened with an appropriate architectural element or landscaping. The petitioner shall consider incorporating windows on the rear of the building to help break up the massing of the east elevation.
14. The trash enclosure shall include space for recycling containers and match the brick material used on the building, consistent with the Dumpster Enclosure Plan as prepared by Skiffington Architects Ltd. with a latest revision date of November 8, 2018.
15. The Signage Plans as prepared by Skiffington Architects Ltd. with a latest revision date of November 8, 2018 shall follow the Sign Code. One monument sign shall be located in the southwest corner of the property (near Longmeadow Parkway and Sleepy Hollow Road intersection). The monument sign design shall include a brick base and surround for the sign, shall be five feet tall and ten feet wide and include a changeable copy area. Two directional entrance signs, to be located at the entrance off Creeks Crossing Drive and one at the entrance off of Longmeadow Parkway, shall be a maximum of three feet tall with five square feet of signage area and shall have the church entrance/exit on the sign. All signage for the property shall be reviewed and approved by the Community Development Department staff prior to any installation.
16. A Special Use Permit shall be permitted for the church and related activities, but not limited to, daycare, school, and worship services.
17. Any future phases of development or additions to the church facility shall come back before the Planning and Zoning Commission and Village Board for approval prior to any expansion.
18. The design of the residential houses constructed on Lots 2 and 3 shall be substantially similar to those currently existing on Richmond Lane as part of the Willoughby Farms Subdivision.

Public comments were all related to Item 3-A (Light of Christ Church PUD) on tonight's agenda. Summarized: Chad Ruter, 1620 Creeks Crossing Drive, John Reno, 1630 Creeks Crossing Drive, voiced approval of having a church but very concerned regarding the traffic patterns. It was the ingress/egress of the church property on

Creeks Crossing Drive where most felt that it would be difficult to turn onto Sleepy Hollow Road due to the short line of sight. They made suggestions of possible making the (LOC) driveway one way going in, but this is not feasible. The Police Department said there would be no problem getting response to the property in case of an emergency. Both requested the Village consider other alternatives.

Phil Berish, 1531 Westbourne Pkwy, voiced the same concerns but also admitted he was against the whole project anyway. He presented a petition against the main entrance being on Creeks Crossing, instead having it on Sleepy Hollow or Longmeadow Parkway.

Those speaking in favor of the proposed PUD plan were the following. John Wright, 12 Longwood Court, Rick Sullivan, 1671 Southridge Trail, Julie Zinger, 5 Fieldcrest Court, Jill Galante, 3531 Buckboard Drive. They all spoke to the programs offered by their church, the good things they do for the community, and voiced support for this project. Bob Smith, Algonquin, not a member of the church but voiced approval of Light of Christ being vital to the community all these many years.

Afterwards, the Committee members discussed the PUD. There were questions regarding members wanting to see more landscaping in certain areas to which the Pastor of the church explained why the plan was configured the way it is. The main concern of the members was the traffic patterns as were the residents. Kane County will not allow a full interchange at the Longmeadow exit that is right in/right out. On the east side of the property, the church wants to eventually subdivide into two residential lots that would match up to Richmond Drive that currently dead ends at the property line. They plan a cul-de-sac at that point. President Schmitt requests Staff to discuss further with the church staff about the possibility of opening up to Richmond drive that would allow parishioners to exit from the parking area and leads to White Chapel Drive and then to Longmeadow at the east of property.

The consensus of the Committee of the Whole was to delay approval until staff and the church can come up with a better exit strategy.

**AGENDA ITEM 4: General Administration**

**A. Consider the 2019-2021 Affiliate Agreements**

Katie Gock reporting

1. Algonquin Area Youth Organization (AAYO)
2. Algonquin/Lake in the Hills Soccer Association (ALITHSA)

These are agreement renewals for Algonquin Area Youth Organization and Algonquin Lake in the Hills Soccer Association. Each of these organizations continue to provide recreation to Village residents in the way of baseball and softball, and soccer. These agreements will cover 2019, 2020, and 2021.

The proposed agreements for AAYO and ALITHSA are attached. In exchange for use of Village parks, baseball fields and soccer fields AAYO and ALITHSA will pay the Village a per player fee for each season of play. In addition, both of these groups will be charged a fixed hourly rate per hour of light usage at Kelliher Park. For this agreement period we have requested both groups narrow down which park facilities they will use due to a decline in participation as you can see depicted in the chart below.

<b>Year</b>	<b>AAYO</b> (Baseball/Softball)	<b>ALITHSA</b> (Soccer)
2015	477	58
2016	372	58
2017	257	29
2018	206	15

Village staff recommends approval of the agreement with Algonquin Area Youth Organization and Algonquin Lake in the Hills Soccer Association for the next 3 years.

Consensus of the Committee of the Whole was to move these items to the Board for approval.

**B. Consider the 2019 Public Events**

Katie Gock reporting

1. Summer Concert Series
2. Lunch Hour Entertainment
3. Movies in the Park

A summer time favorite for many residents and visitors are the Summer Concerts. With current construction scheduled near Riverfront Park this summer, Algonquin Recreation is moving the Summer Concerts to Towne Park. With this move, the department will be reducing the amount of concerts due to increased expense that includes a stage set up for each performance date. Included in the location change will be a slight adjustment to the start time, 2019 concerts will run from 7:00-8:30 pm.

Date	Band Name	Music Type
July 11	Sushi Roll	Pop/Rock
July 18	Back Country Roads	Country
July 25*	Pirates Over 40	Caribbean Rock
August 1	Spoken Four	Top 40
August 8	Millennials	Classic Rock/Funk

\*The Village will be providing Founders Days entertainment on Thursday, July 25\*

Pursuant to Section 31.04 of the Municipal Code, the Village Board must approve any public events in the Village, including concerts and musical performances. The department is also seeking permission, pursuant to Section 34.12 of the Algonquin Municipal Code, to invite a food vendor on site to sell food and drink products during the Thursday evening concerts at Towne Park. Finally, pursuant to Section 11.04 of the Municipal Code the department is seeking a wavier as it pertains to alcoholic liquor only during the duration of the concerts. In addition to the Summer Concerts, the Recreation Department is seeking approval for the following events held in partnership with the Algonquin Library. This will include 2 lunch hour entertainments held at Library/Spella Park, 3 movies in the park (1 Library/Spella Park, 1 Village Park, 1 Flick and Float at the Algonquin Pool), and the Foxtale Storying Telling event at Library/Spella Park. The dates, entertainers and movie titles are TBD.

Consensus was to forward Summer Concerts to the Board for approval.

Consensus was to forward Lunch Hour Entertainment to the Board for approval.

Consensus was to forward Movies in the Park to the Board for approval.

#### **C. Consider a Resolution to Become Participants in the Illinois Trust**

Mike Kumbera reporting

A proposed resolution authorizes the Village to become a participant/authorized depository with the Illinois Trust. This resolution is specific to the Illinois Trust and in addition to the Village has authorized depositories resolution that the Village Board approved in January. Participation with the Illinois Trust will further advance the Village's investment policy objectives of safety, liquidity, and yield. Staff recommends approval.

Consensus is to forward this item to the Board for approval.

#### **D. Review Proposed Enterprise Fund and Special Fund Budgets for 2019/2020**

Mike Kumbera reporting

##### **1. Water and Sewer Operating Fund**

The Water and Sewer Operating fund is a separate enterprise fund that does not receive any tax income since revenue is derived solely from the usage of the Village's water and sewer services. Water, sewer and all other utilities are businesses, regardless of who owns them. The Village's Water & Sewer utilities are businesses that just happen to be owned by government. It is for this reason that the fund is classified as a true enterprise

fund. It is the pure business of providing water and sewer services. The revenues and expenditures are directly related to the demand for these water and sewer services and are not supplemented by any other fund or tax dollars.

ANTICIPATED REVENUE - WATER AND SEWER OPERATING FUND – (\$9,904,000)

PROPOSED EXPENDITURES - WATER AND SEWER OPERATING FUND – (\$7,967,300)

2. Swimming Pool Fund

ANTICIPATED REVENUE - SWIMMING POOL FUND - \$258,700

ESTIMATED EXPENDITURES – SWIMMING POOL FUND - \$258,700

3. Cemetery

ANTICIPATED REVENUE - CEMETERY FUND - \$47,000

ESTIMATED EXPENDITURES - CEMETERY FUND \$42,600

4. Building Services Fund

ANTICIPATED REVENUE BUILDING SERVICES FUND - (\$862,000)

PROPOSED EXPENDITURES BUILDING SERVICES FUND - (\$862,000)

BUILDING MAINTENANCE - PERSONNEL - (\$417,700)

BUILDING SERVICES - CONTRACTUAL – (\$9,700)

BUILDING SERVICES - SUPPLIES AND MATERIALS - (\$151,300)

BUILDING SERVICES - MAINTENANCE (\$268,000)

BUILDING SERVICES - CAPITAL EXPENDITURES - \$0

BUILDING SERVICES – OTHER CHARGES - (\$15,300)

5. Vehicle Maintenance Service Fund

VEHICLE MAINTENANCE SERVICE FUND - (\$1,160,000)

There are four sources of revenue for this fund. They include payments from: (1) all Village departments for maintenance of their vehicles and equipment (\$822,000); (2) the purchase of fuel by each department of the Village (\$194,000); (3) the purchase of fuel by the Algonquin/Lake in the Hills Fire Protection District (\$44,000); and (4) outsourced fleet maintenance billings to the Algonquin/Lake in the Hills Fire Protection District and Pingree Grove Police Department (\$100,000)

VEHICLE MAINTENANCE SERVICE FUND - (\$1,160,000)

VEHICLE MAINTENANCE - PERSONNEL - (\$406,000)

VEHICLE MAINTENANCE - CONTRACTUAL – (\$22,750)

VEHICLE MAINTENANCE - SUPPLIES AND MATERIALS - (\$577,700)

VEHICLE MAINTENANCE - MAINTENANCE (\$138,250)

VEHICLE MAINTENANCE - CAPITAL EXPENDITURES - (\$0)

VEHICLE MAINTENANCE - OTHER CHARGES - (\$15,300)

Staff will report in the near future on the rest of the Budget.

**AGENDA ITEM 5:** Public Works & Safety

Bob Mitchard reporting

**A. Consider the Donation of Disabled Fire Hydrants to the McHenry Township Fire District**

Kevin Sears, the Black Shift Battalion Chief from the McHenry Township Fire Protection District, is requesting a donation of two fire hydrant heads that have been removed and retired from our water distribution system. Jim Kornfeind, a Maintenance Worker in our General Services division, serves as a paid-on call fire fighter under Chief Sears' direction. We currently have these hydrants in our yard, and will disassemble them in

preparation for use by the fire district. We are requesting that the Committee of the Whole deem these hydrants as surplus and recommend that the full Board of Trustees approve the donation of two junk fire hydrants to the McHenry Township Fire Protection District for repurposing in their firehouse. Consensus was to forward this item to the Board for approval.

**AGENDA ITEM 6:** Executive Session

None

**AGENDA ITEM 7:** Other Business

(1) Trustee Brehmer requested the village consider looking into a textile recycling program through Waste Zero, a for-profit corporation of simple recycling. She distributed an information sheet describing how the program works. The company would work with a combination of municipal governments, private companies, and non-profit organizations in helping to increase the percentage of textiles that could be diverted from waste streams. Mr. Schloneger will look into this matter.

**AGENDA ITEM 8:** Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 10:10 p.m.

Submitted: Jerry Kautz, Village Clerk